

City of *Elgin*

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October 27, 2003

Northeast Oregon Alliance
101 NE First St; Suite 100
Enterprise, OR 97828

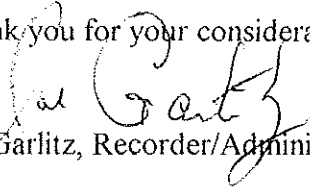
Re: 01-03 RIP; Elgin FBLA "Project Facelift"

Dear Board Members,

This letter is to request a reduction in the amount of the cash match required for the grant referenced above from \$8,000 to \$5,620. We were able to complete the project paving under budget due to a very favorable bid.

We received three bids for the work, two in line with the estimated project cost and one considerably lower. We accepted the low bid from High Desert Aggregate. Due to this low bid price, and a reduction in bid the price of \$500 as a contribution back to the FBLA, the necessary cash resources to complete the paving was \$15,620.

Thank you for your consideration of this matter.


Joe Garlitz, Recorder/Administrator